THE MONTANA PROGRAM FOR ISSUING HIGH SCHOOL EQUIVALENCY CERTIFICATES

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The Montana Program

for Issuing

HIGH SCHOOL EQUIVALENCY

CERTIFICATES

and

for Accrediting

SERVICE EDUCATIONAL EXPERIENCES

Effective February 1, 1963

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Helena, Montana

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CONTENTS

The Montana Program for Issuing High School Equivalency Certificates

- Introduction
- Policy for Accrediting High School Level Tes of General Educational Development c Qualifying Criteria
- Description of the Tests
- Location of Testing Service Agencies in Montan
- Application, Fees and Re-testing Procedures
- Issuance of Equivalency Certificates

The Montana Program for Accrediting Service Educational Experiences

- Introduction
- Accreditation Policy

CS-15-2/63-5000

HE MONTANA PROGRAM FOR ISSUING IGH SCHOOL EQUIVALENCY CERTIFICATES

ıtroduction

Over the past several years, it has become in-easingly difficult for young people to enter many pes of employment or to advance in professional technical fields without at least a high school ploma. However, many high school non-graduates tain considerable educational maturity through ıt-of-school experiences such as travel, self-directed udy, reading, professional and social contacts and ccupational opportunities. To recognize such edu-ıtional achievement, the State Superintendent of ıblic Instruction, under authorization of the State oard of Education*, has provided for the issuance a Montana High School Equivalency Certificate to ose high school non-graduates who successfully ıss the Tests of General Educational Development ıd meet the other qualifying criteria described elow.

Many employers in Montana accept the High chool Equivalency Certificate in lieu of a high hool diploma as prerequisite preparation for po-tions or promotions. Likewise, many Montana in-tutions of higher learning accept the High School quivalency Certificate in lieu of a high school di-oma as one of the criteria for admission. However, nce regulations for the acceptance of the High chool Equivalency Certificate vary from institution institution, a college applicant should contact the stitution of his choice for details. The State Super-tendent of Public Instruction does not guarantee dmission to any institution of higher learning on the ısis of qualification for the High School Equivalency ertificate.

olicy for Accrediting High School Level Tests of eneral Educational Development as Qualifying riteria

The State Superintendent of Public Instruction sues High School Equivalency Certificates on the ısis of the Tests of General Educational Develop-ent to service personnel, honorably-discharged terans and non-veteran adults, provided appli-nts meet the following requirements:

Minimum test scores: Applicant must attain a standard score of 35 or above on each of the five

dy, 1946; April, 1949; December, 1962.

tests and an average standard score of 45 on a five GED tests.

Results of Tests of General Educational Develop ment taken in the service can be accepted only if reported officially by the United States Armed Forces Institute, by official agencies of the Veterans' Testing Service of the American Council on Education, or by the manager of a Veterans' Administration hospital which has an authorized Educational Therapy program.

2. Minimum age: Applicant must be 19 years of age at the time he takes the Tests of General Educational Development. An applicant who has taken the Tests of General Educational Development in a branch of the military service before reaching 19 years of age may not apply for a Equivalency Certificate until he is 19 years of age
3. Residence: Applicant must be a legal resident of Montana, or employed regularly in the State or assigned by military authority to a station in Montana for a period of 30 days prior to examination.
4. Previous high school enrollment: Not required
5. Other requirements: A knowledge of the principles of American government, including the principles of national, state and local government is required. This requirement may be met by:
   a. Submitting at the time of GED testing an official transcript of credit for an American Government course completed
      (1) in an accredited high school,
      (2) through a correspondence school approved by the National University Extension Association[1] or the National Home Study Council[2]
      (3) through the United States Armed Forces Institute, Marine Corps Institute or Coast Guard Institute, or
   b. Obtaining a passing score in the American Government examination administered at testing service agencies in Montana.

The State Superintendent of Public Instruction does not issue high school diplomas on the basis

[1] The National University Extension Association
Business Office, Building TSMc—Room 112
University of Minnesota
Minneapolis 14, Minnesota

[2] National Home Study Council
1601 18th Street N.W.
Washington 9, D. C.

e Tests of General Educational Development, nor e Montana high schools authorized to issue di- omas or certificates on the basis of the GED tests.

escription of the Tests

The **Tests of General Educational Development** clude five component tests designed to indicate e extent to which a high school non-graduate has cured the equivalent of a general, non-technical, gh school education. The tests are not timed, but mpletion of all five generally requires from eight ten hours. Briefly, the tests are as follows:

est 1. Correctness and Effectiveness of Expression. This test emphasizes the examinee's ability to utilize correct spelling, punctuation, capitalization and grammar, to choose apt words and phrases, and to organize and express ideas in clear, well-balanced sentences.

est 2. Interpretation of Reading Materials in the Social Studies. This test measures ability to comprehend and critically evaluate given selections concerning social, political, economic and cultural issues; it measures, indirectly, the candidate's general information in the field of social studies.

est 3. Interpretation of Reading Materials in the Natural Sciences. This test places special emphasis on logical reasoning, scientific vocabulary and the ability to pay close attention to detail; it demands certain background information concerning important scientific topics, laws, generalizations and developments.

est 4. Interpretation of Literary Materials. This test, based on a variety of prose and poetry selections from world literature, tests such skills as the examinee's ability to comprehend and interpret figures of speech, sentence structure and word meaning, and to recognize mood and purpose.

est 5. General Mathematics Ability. This test measures ability in solving practical problems—life insurance, installment buying, taxes, investments, simple home construction and repair projects. It includes elementary algebra and some geometry.

The American Government examination includes e hundred (100) questions concerning the principles

of local, state and national government. Approximately one hour is required for completion of the examination, although more time will be allowed if necessary.

Location of Testing Service Agencies in Montana

The following agencies have been approved by the State Superintendent of Public Instruction and have contracts with the Veterans' Testing Service of the American Council on Education to administer the Tests of General Educational Development. They are also authorized to administer the American Government examination for the purpose of qualification for the Montana High School Equivalency Certificate.

Helena:	Department of Public Instruction Contact: High School Supervisor Tests given 2nd and 4th Tuesday each month, 8:00 A.M. in Room 1 Sam W. Mitchell Bldg.
Billings:	Counseling Center Eastern Montana College of Educati
Bozeman:	Counseling and Testing Service Montana State College
Dillon:	GED Testing Service Western Montana College of Educati
Great Falls:	Great Falls Senior High School Contact: High School Principal
Havre:	Student Personnel Service Northern Montana College
Kalispell:	Flathead County High School Contact: Guidance Counselor
Miles City:	Custer County Junior College Contact: Registrar
Missoula:	University Counseling Center Montana State University

Details regarding test schedules can be obtained by contacting the agencies.

Application, Fees and Re-testing Procedures

Method of Application

Persons wishing to apply for a Montana High School Equivalency Certificate should contact the nearest official testing agency. Before taking the Tests of General Educational Development, each applicant must:

1. Complete an application form, CS-18-2/63-50, available at the testing agency.

Present a transcript of credit in American Government, or take the American Government examination administered at the testing agency.

Pay the appropriate testing fee.

Applications from veterans or service personnel who have taken the GED tests in the service will be processed in the State Department of Public Instruction upon receipt of a completed application form 6-18-2/63-5000, an official transcript of credit for an American Government course or a satisfactory grade on the American Government examination administered at the testing agency, and an official report of scores received on the GED tests taken in the service. (See also p. 2.)

Fees

A charge of $4.00 is made by all Montana testing agencies for administration of the Tests of General Educational Development. This fee includes administration of the American Government examination for those applicants who must take this examination in order to complete qualification requirements. (A fee of $1.00 will be charged for the administration of the American Government examination only.)

A fee of $4.00 is charged for a re-test on all five parts of the General Educational Development battery. This fee includes re-test on the American Government examination, if taken together with a re-test on all five parts of the GED battery. A fee of $1.00 per test is charged for re-test on one or more separate tests of the GED battery, and for a re-test on the American Government examination (except as noted above). However, the total re-test charge for any re-test period is limited to a cumulative total charge of $4.00.

No fee is charged for filing application for the Montana High School Equivalency Certificate or for issuing the High School Equivalency Certificate.

Re-testing

A waiting period of six months is required before applicants may re-take the American Government examination and/or any part or all of the Tests of General Educational Development.

A waiting period of three months is required for any subsequent re-test on the Tests of General Educational Development and/or the American Government examination.

Issuance of Equivalency Certificates

All applications for High School Equivalenc Certificates are processed in the State Departme of Public Instruction and all Equivalency Certificat are issued from Helena by the State Superintende of Public Instruction.

Applicants will be advised by mail of their te results and Equivalency Certificates will be fo warded at that time to those examinees who quali for them.

THE MONTANA PROGRAM FOR ACCREDITING SERVICE EDUCATIONAL EXPERIENCES

Introduction

Many Montana veterans and service personn who have entered military service prior to cor pleting their high school educations have subs quently had service-connected educational expe ences equivalent to certain high school cours offerings. Therefore, it is recommended that Montar high schools give credit toward a diploma to suc Montana veterans and service personnel in accor ance with the policy outlined below.

Accreditation Policy

It is recommended[1] that high schools grant crec toward a diploma[2] for:

1. United States Armed Forces Institute courses.[3]
2. United States Armed Forces Institute subject e aminations.[3]
3. High school courses offered through USAFI b cooperating colleges and universities. (Crec upon transfer from the school offering the course
4. Marine Corps Institute courses.[3]
5. Coast Guard Institute courses.[3]
6. Basic or recruit training in lieu of required course in Health and Physical Education.
7. Service school training.[3]

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[1] Decision to grant credit rests with the high school.

[2] Service personnel should direct correspondence with referen to the granting of credit toward the high school diploma to t principal of the last high school attended.

[3] Credit as recommended by the Commission on Accreditation Service Experiences, American Council on Education, 17 Massachusetts Avenue, N.W., Washington 6, D. C.

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